

Sl.No. _____



NATIONAL SANSKRIT UNIVERSITY

(A Central University established by an Act of Parliament)
(Erstwhile Rashtriya Sanskrit Vidyapeetha)
TIRUPATI – 517 507 (A.P.)

Latest
Photograph
(self attested)

APPLICATION FORM FOR THE POST OF REGISTRAR/FINANCE OFFICER/DEPUTY REGISTRAR

Application form for the post of _____

- Note : 1. The Application form should be **filled in English** by the candidate in his/her own handwriting. If the space provided is inadequate, information may be given in a separate sheet and to be attached.
2. **Self attested latest passport size photograph** to be affixed in the space provided and one **additional photograph** to be attached in the application form.
3. In-complete Application in any respect will not be entertained.

Advertisement No. _____ dated _____ D.D. No. _____

Dated _____ Amount _____ Name of the Bank _____

(Candidates should write Name of the Post, Name of the Candidate, Mobile No. on backside of the Bank Draft.)

FOR OFFICE USE ONLY

REGN. No.

Scrutiny Committee Recommendations :

Name of the Candidate :

Eligible / Not Eligible :

Date:

Member Member Member Chairman
Scrutiny Committee

1. Full Name (In block letters) : _____

2. Father's Name : _____

3. Mother's Name : _____

4. Date of Birth : _____ Age in Years: _____
(As per X class/H.S.C. certificate or its equivalent)

5. Gender : Male / Female

6. Category : SC ST OBC PwD EwS General

(In case of SC/ST/OBC, a valid certificate in support thereof from the competent authority should be enclosed.)

7. Whether Physically Challenged, if yes : VH HH OH
(Please tick)

(In case of Person With Disability-Category of Disability to be mentioned and Certificate in support thereof from Medical Board or Competent Authority should be enclosed.)

8. Are you Ex-Serviceman. If so attach the : _____
copy of the certificate.

9. Place of Birth : _____
(Please mention name of the Village/District, State)

10. Nationality : _____

11. Mother Tongue : _____

12. Marital Status : Married/Unmarried/Widowed/Separated/Divorced

13. In case of married women,
Name of Husband : _____

14. Languages known

1. Speak : _____

2. Read : _____

3. Write : _____

15. Permanent Address : _____
(with Pin code)

16. Address for Correspondence : _____
(with Pin code)

17. Contact Telephone/Mobile Number : _____

18. Email ID : _____

19. Educational Qualifications :

(Examinations passed from Matriculation/Higher Secondary onwards to Doctorate Degree etc., as on date of advertisement with full and exact details must be given. Self Attested true copies should be attached to this application)

Examination/Degree Passed	Name of the Board/University	Year of Passing	Division/Grade	% of Marks obtained in aggregate (upto decimal of two digits.)	Subjects Taken	Remarks, if any
High School/ X Class/HSC or its equivalent						
Intermediate/Higher Secondary examination/ PS or its equivalent						
Graduation (B. A/Sastri or its equivalent)						
Post Graduation (M.A/Acharya or its equivalent)						
M.Phil/ Visishtacharya						
Any other Degree(s) / Diploma(s)						
NET examination (CSIR/UGC/ICAR)						
Ph.D./ Vidyavaridhi						
Any other Qualification						

Specialization in Graduation : _____

Specialization in Post Graduation : _____

Date of Registration/Admission for Ph.D : _____

Title of Ph.D. and or D.Litt. : _____

Date of Award of Ph.D. : _____

20. Technical/Professional Qualifications :

Examination Passed	Year of Passing	Institution	Division	%age	Subjects offered

21. Experience (Administrative/Technical/Teaching/Any Other) :
(Enclose separate sheet if necessary)

S.No.	Organisation	Period of Service		Scale of Pay	Designation	Subjects taught
		From	To			

Total Years of Teaching Experience : _____

At Degree Level : _____

At PG Level : _____

Post Doctoral Research before appointment : From _____ To _____

Name of the College/University/Research Institute/Any other: _____

22. Present Position :

Post with details of organization	Date of Appointment in the present post	Present Grade	Basic Pay	Total Emoluments	Nature of Job	Date of next increment

23. Positions held before joining the present post :

Name of the Post	Name and address of employer	Appointment Date	Leaving Date	Grade	Nature of Job	Reasons for leaving the post

24 (a) Total Job experience in years : _____

(b) Job experience in years as per requirement of the post : _____

25. Publications :
(Separate sheet may be added if necessary)

a. Books (Authored/Edited):

S. No.	Name of the Book	Publisher	ISBN No.	Year

Total Number of Book(s) published : _____

26. Seminars / Workshops / Conferences Attended / Organised:
(Separate Sheet may be added)

S. No	Name of the Seminar/ Workshop / Conference	Period		Topic	Organization
		From	To		

27. Membership of Academic Bodies :

S. No.	Name of the Body	Position held

28. Visiting of Foreign Countries :

S. No.	Name of the Country	Purpose of Visit	Duration

29. Give details of any of other work/achievement relevant to the post applied for: _____

30. Conditions for acceptance, if offered the job: _____

31. Time needed to join the service, if selected: _____

32. Other particulars, if any: _____

33. Have you ever been arrested/prosecuted/
put under detention or bound down/fined : _____
or convicted by any court of
law for any offense if so give details. _____

34. State whether you have been at any time
(a) dismissed, removed or debarred from : _____
Service or (b) convicted by a Criminal
Court. _____

35. Any other relevant information :
(Attach Sheet if necessary)

36. References : 1. _____

2. _____

37. A brief note on account of eligibility :
for the post (100 words)

(Signature of the applicant)

Name of the applicant: _____

LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. Wherever necessary)

Sl.No.	Certificates enclosed	Yes	No	Page No.
1.	Caste Certificate/EwS Certificate			
2.	High School/ X Class/HSC or its equivalent			
3.	Intermediate/Higher Secondary examination/ Prak Sastri or its equivalent			
4.	Graduation (B.A/Sastri or its equivalent)			
5.	Post Graduation (M.A/Acharya or its equivalent) – Marks Sheet			
6.	M.Phil/Visishtacharya(Degree Certificate)			
7.	Siksha Sastri (B.Ed.,) (Degree Certificate)			
8.	Siksha Acharya (M.Ed.,) (Degree Certificate)			
9.	Any other Degree(s) / Diploma(s)			
10.	NET examination(CSIR/UGC/ICAR) (Certificate)			
11.	Ph.D.*/Vidyavaridhi*			
12.	Any other Qualification			
13.	Teaching Experience Certificate			
14.	Research Publications (Peer-reviewed or UGC listed Journals)			
15.	No Objection Certificate (if employed)			

I certify that the information provided is correct as per the records/documents enclosed.

**Signature of the Applicant with
Designation, Place & Date**

DECLARATION

I hereby declare that:

- (1) the entries made in this application form are true and correct to the best of my knowledge and belief. If any part of the information given is found to be false or incorrect, I shall forfeit the claim to the post and will be liable to the disciplinary action.
- (2) I have not been convicted by a Court of Law for any offence.
- (3) I have not indulged in any of the acts of misconduct such as participating in Gherao of any educational authority, whether academic or administrative, manhandling or abusing such authority or damaging any building or other property.
- (4) I shall abide by the ordinance, statutes, rules and regulations that may be made by the National Sanskrit University, Tirupati.

Place: _____

Date: ____ / ____ / ____

(Signature of the applicant)

Name of the applicant: _____

CERTIFICATE OF PARENT ORGANISATION

This is to certify that _____ is working
as _____ (permanent/temporary) in the
_____ since _____ in
the pay scale of Rs. _____. The organization doesn't have any
objection to accept the position at National Sanskrit University, Tirupati, if he/she is selected.

Signature of the Head of the Institution

Place:

Date:

Seal

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Administration

Date: _____

ACKNOWLEDGEMENT

Received one Application form bearing Serial No. _____ from _____
for the post of _____ along with a Demand Draft bearing
No. _____ dated _____ for Rs. _____ drawn on Bank
_____ in the National Sanskrit University on _____.

Signature of the Receiver

Duplicate

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